

Guidelines for Use of Technology at School Sites

- All computers designated for student use must have monitors facing into the classroom to insure the safety of student users.
- Laptops issued to teachers must be in classrooms, available for use each day.
- No personal software may be loaded on district owned computers. This includes programs that are required to permit access to ISPs (AOL, EarthLink, ATT, instant messengers, etc.) as well as file sharing programs like LimeWire. The loading of such programs causes operational conflicts with district programs and services. Additionally, some of these programs are known to contain viruses which cause damage or total loss of files.
- Non-district owned software found on district owned computers will be removed.
- Only district provided cables and connectors may be used in district facilities. Unapproved cables void our vendor warranties and cause data inconsistencies
- No hubs or switches or similar devices are permitted for use in district classrooms.
- Technology equipment used for instruction should be secured in some fashion (to table, cart, etc.) This includes LCD projectors, notebook computers, and visual presenters. TIS can provide you with purchasing information for locks and security devices.